

TERMS OF REFERENCE – PART A

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1 BACKGROUND INFORMATION

1.1 Partner country

Republic of Yemen

1.2 Contracting authority

Delegation of the European Union to the Republic of Yemen

1.3 Country background

The war in Yemen, started in 2014, is taking a heavy toll on the country and its population. According to the UN, over 24 million people are now in need of assistance, out of which 12.3 million are children. The UN is conducting its largest food aid operation in history to feed 12 million Yemenis every month. The conflict, which initially pitted the Government of Yemen against the Houthi movement, has reached a proxy war dimension that involves several countries and actors from the region. Although the parties signed the Stockholm Agreement in December

2018, agreeing to a set of confidence-building measures on Hodeidah, Taiz and the exchange of prisoners, implementation remains slow. Moreover, the hostilities have not decreased and they have even intensified on some frontlines.

Throughout the conflict, the EU has remained active through political dialogue, humanitarian aid and development assistance. This request focuses on development assistance.

The EU Delegation to Yemen is currently implementing projects within 4 major sectors: 1) Resilience including institutional, economic and people's resilience (12 contracts); 2) Social sectors: health and education (4 contracts); 3) Human Rights & CSOs (4 contracts); and 4) Stabilisation (2 contracts). Many projects include activities overlapping different sectors in order to provide the flexibility to adapt to the needs of the current humanitarian crisis.

"Third-party Monitoring & Evaluation of Resilience projects in Yemen"

Below the list of projects to be monitored and evaluated under this request as well as the number of expected monitoring and evaluations for each of them:

- **MIDEAST/2019/404-927 "Strengthening Food Security Information and Early Warning System" (2019-2021, end date: 31/01/2021) EUR 5.9 million implemented by FAO.** The objective is to improve food security and nutrition governance for decision-making at national and governorate levels. *Requested services: at least 2 third party monitoring assignments and one final evaluation.*
- **MIDEAST/2015/368-334 "Enhancing Rural Resilience in Yemen (ERRY)" EUR 24.79 million implemented by UNDP (end date: 28/02/2019).** The overall objective of the programme is to enhance the resilience and self-reliance of rural people and communities. *Requested services: one ex post evaluation.*
- **MIDEAST/2019/405-606 "Support Resilient Livelihoods and Food Security in Yemen (ERRY II)" (2019-2022, end date: 28/02/2022) EUR 35 million implemented by UNDP.** The overall objective of the Programme is to contribute to reduced vulnerability and strengthened resilience of crisis-affected communities in Yemen through the creation of sustainable livelihoods and improving access to basic services. *Requested services: at least 6 third-party monitoring assignments and one final evaluation.*
- **MIDEAST/2017/384-175 "Social protection for community resilience in Yemen" (2017-2020, end date: 30/06/2020) EUR 25 million implemented by UNDP.** The project aims at enhancing the resilience of vulnerable Yemenis to enhance economic self-resilience through income generation activities and asset upgrade/replacement; to improve access to healthcare services (including psychological support) and infrastructure through community based projects and provision of equipment; and to strengthen the capacity of local authorities for basic services' delivery through enhanced planning, coordination and monitoring. *Requested services: at least 3 third-party monitoring assignments and one final evaluation.*
- **"Strengthening Institutional and Economic Resilience in Yemen" (2020-2023, project duration is 3 years and should start during the first half of 2020) EUR 69.8 million implemented by UNDP.** The objective is to deepen and expand support to responsive and accountable local governance led by local authorities and to inclusive local economies driven by micro, small and medium-enterprises, in order to guarantee resilience and gradual recovery in the delivery of social, basic and productive services, improve local livelihoods and eventually contribute to creating an enabling environment for stabilization and peace. *Requested services: at least 8 third-party monitoring assignments.*
- **"Capacity Building to Financial & Economic institutions" (2020-2023, project duration is 3 years and should start during the second half of 2020) EUR 8.8 million.** The objective is to build the capacity of key central-level financial & economic institutions. *Requested services: at least 8 third-party monitoring assignments.*

The applicants can propose additional third-party monitoring assignments based on the expected end date of the project as they deem it fit. Indicatively, there should be 4 third-party monitoring assignments per project per year.

For more extensive info on Yemen, check the following pages:

- EEAS Yemen: https://eeas.europa.eu/headquarters/headquarters-homepage/53984/eu-yemen-relations_en
- EU Delegation to Yemen: https://eeas.europa.eu/delegations/yemen/1877/yemen-and-eu_en
- ECHO Yemen: https://ec.europa.eu/echo/where/middle-east/yemen_en

For more information on EU methodology on monitoring & evaluation:

- https://europa.eu/capacity4dev/evaluation_guidelines/minisite/en-project-and-programme-evaluations
- https://europa.eu/capacity4dev/evaluation_guidelines/minisite/en-methodological-bases-and-approach

1.4 Current situation in the sector

The EU Delegation to Yemen is currently based in Amman (Jordan). The cooperation team in Amman is made of one Head of Cooperation, one Team Leader, five project managers plus two local project managers based in Sana'a (Yemen). Due to travel and security restrictions, access of EU staff to Yemen has been limited. However, Amman-based staff made their first cooperation trip to Sana'a since the beginning of the war in November 2019 while the Head of Cooperation visited Aden in February 2019. It is the intention of the EU Delegation to continue conducting more staff monitoring visits to Yemen during 2020 and beyond depending on the political/security situation or other factors such as coronavirus. This assignment will try to fill the gap in terms of facilitating monitoring and evaluation under difficult circumstances and with limited access for EU staff. The EU Delegation to Yemen has used some third-party services for monitoring and evaluation of projects implemented in Yemen since 2018 using a formula combining international and local experts.

During 2019, there has been an increasingly worrying trend of additional administrative/legal restrictions and bottlenecks affecting development partners implementing EU projects. These restrictions are mostly imposed by Sana'a-based authorities and include lengthy approval/endorsement procedures, visa restrictions, need for permissions to carry out visits/monitoring missions, detention/isolation of staff, etc. Initially, the restrictions applied mostly to humanitarian organisations, but in November 2019, Sana'a-based authorities adopted a new Decree creating the Supreme Council for the Management and Coordination of Humanitarian Affairs and International Cooperation (SCMCHA), thus extending the restrictions and controls also to development organisations. The full impact of these measures is still to be seen. The Delegation is closely following up. The Internationally Recognised Government (IRG) based in Aden has started to mirror some of these restrictions although the situation is not comparable. Access to the areas controlled by IRG is easier but there are other challenges related to security.

Framework Contractors are expected to propose in their Organization & Methodology innovative and realistic solutions allowing for the monitoring and evaluation of EU-funded projects in Yemen.

The EU Delegation preferred option is to have international or local monitoring/evaluation experts in the field who are able to physically visit at least some parts of the country relevant for our projects (see annex 1). The contractors should also provide alternatives in case physical visits cannot take place during the implementation of the project due to several reasons such as pandemics. International experts, for example, are facing numerous obstacles to travel to Yemen. If the contractor believes that physical visits are not possible at all, it should be stated in their offers

and the alternative arrangements clearly spelt out. Contractors should clearly spell out in the Organization & Methodology how they intend to carry out their missions and to collect data as well as alternative arrangements. They should also include mitigating measures addressing the main administrative/security risks mentioned above. Whereas most EU-funded project staff speaks English, use of Arabic is advised to reach out to some of our beneficiaries. Due to the fact that access to Yemen is limited for international staff, it is expected that Framework Contractors will provide a strong and solid backstopping and quality assurance. Framework Contractors should also provide for adequate security arrangements in their Organization & Methodology. Based on the current de facto division of the country, Framework Contractors can assess whether the same expert can travel to both sides of the country or whether it is more convenient to have one expert for each side as access requirements are different for each part of the country.

One of the main bases for the monitoring and evaluation of projects will be the logframes of each project. The experts are expected to provide advice on how to improve the logframes based on their outcomes of their missions. This also includes advice on the indicators used for project monitoring and evaluation.

1.5 Related programmes and other donor activities

A number of other donors are using third-party monitoring to assess the performance of their projects as well as to manage fiduciary risks. The most important UN agencies present in Yemen have embedded strong third-party monitoring & evaluation components in their projects.

2 OBJECTIVE, PURPOSE & EXPECTED RESULTS

2.1 Global objective

The overall objective is to contribute to poverty reduction and development in the Republic of Yemen through EU cooperation assistance as well as promoting EU cross-cutting objectives related to environment and climate change, rights based approach, persons with disability, indigenous peoples and gender equality.

2.2 Specific objective

The specific objective is to conduct third-party monitoring and evaluation of EU projects in Yemen.

2.3 Requested services, including suggested methodology

- **Requested service 1:** Third-party monitoring of the projects mentioned in section 1.3 as per the frequency shown there. The monitoring methodology will be aligned with EU methodology. The monitoring missions should have an average duration of five days and include at least one Category I expert, one Category II expert and one Category III expert.
- **Requested service 2:** Evaluation of the projects mentioned in section 1.3 as per the frequency shown there. The evaluation methodology will be aligned with EU methodology. The evaluation missions should have an average duration of fifteen days and include at least one Category I expert, one Category II expert and one Category III expert.

The Organization and Methodology to be presented by Framework Contractors will follow the FWC SIEA 2018 template and will have a maximum of 15 pages. This will be the basis for the technical evaluation of the offers presented by Framework Contractors.

2.4 Required outputs

- **Requested output 1:** A third-party monitoring report for each of the third-party monitoring assignments.
- **Requested output 2:** An evaluation report for each of the evaluation assignments.

2.5 Language of the Specific Contract

The language of the Specific Contract will be English.

2.6 Management team member presence required or not for briefing and/or debriefing

The presence of a management team member is not required for briefing and/or debriefing.

3 LOGISTICS AND TIMING

Please refer to Part B of the Terms of Reference.

4 REQUIREMENTS

Please refer to Part B of the Terms of Reference.

5 REPORTS

Three paper copies are required for each of the reports/outputs requested in this Specific Contract.

For all other matters relating to reports/deliverables, please refer to Part B of the Terms of Reference.

6 MONITORING AND EVALUATION

- Number of monitoring missions/reports as required by the ToRs.
- Number of monitoring/evaluation visits to Yemen.
- Quality of monitoring/evaluation reports in accordance with EU methodology.
- Quality and relevance of advice included in monitoring/evaluation reports to improve project implementation & programming, review logframes or indicators.

7 PRACTICAL INFORMATION

Please address any request for clarification and other communication to the following address: DELEGATION-YEMEN-FWC@eeas.europa.eu

ANNEX 1 MAPPING OF EU INTERVENTIONS IN YEMEN AT DISTRICT LEVEL

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TERMS OF REFERENCE – PART B

BACKGROUND INFORMATION

1. Benefitting Zone

Yemen

2. Contracting authority

The European Union, represented by the European Commission, B-1049 Brussels, Belgium.

3. Contract language

English

LOCATION AND DURATION

4. Location

See part A of the Terms of Reference if a normal place of posting of the specific assignment is defined.

5. Start date and period of implementation

The indicative start date is 30/09/2020 and the period of implementation of the contract will be 1,096 days from this date (indicative end date: 01/10/2023).

REQUIREMENTS

6. Expertise

No expertise is defined by the contracting authority for this assignment. The contractor is responsible for proposing the expertise necessary to implement the specific contract.

However, the contracting authority may, where appropriate, decide to indicate an absolute minimum input in terms of working days and/or qualifications for one or more experts. If such case, please refer to Part A of the present terms of reference for additional information .

7. Incidental expenditure

No incidental expenditure provided for in this contract.

8. Lump sums

No lump sums provided for in this contract.

9. Expenditure verification

No expenditure verification report is required.

REPORTS

10. Reports and deliverables requirements

Title	Content	Language	Submission timing or deadline
Third party monitoring report after each monitoring assignment as per ToRs		English	Within 3 Year(s) after the project start
Evaluation report after each evaluation assignment as per ToRs		English	Within 3 Year(s) after the project start